



City of Annapolis

Recreation and Parks Department

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Recreation Advisory Board November 14, 2012

The Recreation Advisory Board of the City of Annapolis held its regularly scheduled meeting on November 14, 2012 at the Roger "Pip" Moyer Recreation Center. **Chair** Hamill called the meeting to order at 7:00p.m.

Present: **Chair** Hamill, Aist, Lowman, Montgomery, Nelson, B. Moyer

Absent: **Vice Chair** Moyer, Harrison, Hughes, Rankin

Staff: Woodward-Director

Guest: Templeton

II. October 10, 2012 Meeting Minutes

Mr. Lowman moved approval of the October 10, 2012 as meeting minutes as written. Ms. Aist seconded the motion. The motion passed unanimously in a vote of 6-0.

III. Regular Business Before the Board

1. Director's Monthly Report to City Manager

The monthly report to City Manager was sent via email for the Board to review.

2. Director's Monthly Report to Advisory Board

Mr. Woodward explained that the Department won two awards with the first being an Accessibility Award and the second an award for the Pathways and Opportunities from HACA. He noted that the administrative staff was trained on the class registration software so there are now multiple people trained to use the software. A copy of the winter brochure was distributed for members to review. The Department is providing more advertising for its programs. The Mighty Milers event was held November 13, 2012 and there were 120 participants. The Department is working on Weight of the Nation program regarding obesity and will be aimed toward educating families on risks of obesity. **Chair** Hamill suggested inviting some of the weight loss companies i.e. Weight Watchers, Medifast, etc. and charge them to set up a table. The Department will be adding nutrition and wellness to all the classes being offered. Mr. Woodward further explained that the first Kingsport Parking Committee meeting was held and anticipates that a consultant will be board in December 2012. The Skate Park project was added to the CIP program and the planning process is underway. Mr. Woodward briefed the Mayor and City Manager on the reorganization structure. The Board offered its support for the proposed reorganization structure. He invited the Board to the potluck Thanksgiving Party scheduled for Thursday, November 23, 2012 at 11:30am.

3. Trending Statistics for Revenues

Mr. Woodward provided a copy of the trending statistics which is a compilation of the deposit reports that Ms. Turner will maintain in an Excel spreadsheet. He noted that the Department has never had the trending statistical information so are in the determining why membership has dropped as well as other issues of concern. The spreadsheet will be updated monthly. He noted that once the budget process and training has been completed then staff will be asked to develop a new fee policy for the Board to review. Staff will also be requested to update the Recreation and Parks Rules and Regulation. Mr. Moyer suggested advertising the pool for after hours as an additional way of increasing revenues.

4. Holiday Dinner

The Board decided to hold its holiday party on December 12, 2012 at Metropolitan. Mr. Moyer will check into availability and notify Mr. Woodward who in turn will notify the Board via email.

IV. New Business

Tennis Courts Lights

Mr. Lowman asked if there is a purpose for the tennis courts lights remaining on at night. Mr. Woodward will check into this.

Open House

Mr. Woodward will provide a report on the status of the Open House at the December 12, 2012 meeting.

WiFi

Mr. Woodward reported that the Department now has WiFi and will provide an extra laptop for registration.

Health Lectures

Ms. Nelson reported that Mr. Rodriguez is scheduled to provide health lectures and believes that there was no equipment in the Department of Recreation and Parks to support the lectures.

Active Recreation

Mr. Moyer suggested that the Department consider participating in active recreation as a means for additional funding.

Annual Report

Ms. Aist has been working to prepare the Annual Report that includes attendance, contact list and the bylaws as well as any grant monies has received to date.

Weaver Resignation

Chair Hamill reported that Ms. Weaver had not resigned to date but will send a letter in the near future.

VI. Old Business

The Half Marathon

Mr. Woodward was asked to check into whether the Board needs to provide anything at the Half Marathon scheduled for December 1, 2012.

VII. Adjournment

Ms. Aist moved to adjourn the meeting at 8:04pm. Ms. Nelson seconded the motion. The motion passed unanimously in a vote of 6-0. The next meeting is December 12, 2012 and will be the Board's holiday dinner scheduled at Metropolitan at 6:30pm.

Tami Hook, Recorder